

MIME-Version: 1.0
Received: by 10.147.40.9 with HTTP; Tue, 12 Jul 2011 00:46:31 -0700 (PDT)
Date: Tue, 12 Jul 2011 03:46:31 -0400
Delivered-To: mrosborn1@gmail.com
Message-ID: <CALGwoOy01r=TOOsamGCuxQ+EDaM2FXBjPs=QHwHR+UtCN-GVYQ@mail.gmail.com>
Subject: Administrative Appeal: FOIA Request
From: Megan Osborn <mrosborn1@gmail.com>
To: bryan.norwood@richmondgov.com
Cc: Brian.Cummings@richmondgov.com, odetta.johnson@richmondgov.com,
sydney.collier@richmondgov.com, Grace.Massenburg@richmondgov.com,
victoria.benjamin@richmondgov.com
Content-Type: text/plain; charset=ISO-8859-1
Content-Transfer-Encoding: quoted-printable

Hello Mr. Norwood,

I have gone through the necessary channels and procedures in order to request documents from your department through the Virginia Freedom of Information Act.

On June 24, 2011 I first came in contact with Kathy Wilson City Attorney. Wilson referred me to Victoria Benjamin on June 27th.

On June 27, 2011 I first came in contact with Benjamin through email. I emailed her my FOIA request (as can be seen below). I received an auto response that she would be out of the office until July 5th, and I was referred to Grace Massenburg. On the same day I forwarded my FOIA request to Massenburg.

As stated in =A7 2.2-3704-B, "in all cases within five working days of receiving a request, [the public body is to] provide the requested records to the requester or make one of the following responses in writing..."

I have received no response to any emails directed to your department in response to my FOIA request. As it has been nine business days since I put in the original request with Mrs. Benjamin, I am requesting an administrative appeal in order to process my FOIA request.

Thank you for your cooperation,

----- Forwarded message -----
From: Megan Osborn <mrosborn1@gmail.com>
Date: Mon, Jun 27, 2011 at 4:20 PM
Subject: Fwd: FOIA Request
To: Grace.Massenburg@richmondgov.com

Hello Grace,

As Victoria Benjamin will be out of the office until July 5th, I have forwarded this FOIA request to you, as July 5th would be longer than the 5 business days allotted to respond to this request.

Thank you,
Megan Osborn

----- Forwarded message -----
From: Megan Osborn <mrosborn1@gmail.com>
Date: Mon, Jun 27, 2011 at 4:08 PM
Subject: FOIA Request
To: Victoria.Benjamin@richmondgov.com

Hello,

I have been referred to you from the Kathy Jones at the City of Richmond Attorney's Office.
I am requesting, through the Virginia Freedom of Information Act, a copy of the protocol/rules/manuals/training material(s) of both:
1) "entry level training in recognizing and handling persons suffering from mental illnesses" that members of the Richmond Police Department receive and
2) the "refresher training courses" that members of the Richmond Police Department receive =A0"at least every three years."

To further clarify my request, the above "mental illness training" for members of the Richmond Police Department "is conducted in conjunction with the Richmond Behavioral Health Authority."

I understand that some of these documents may include tactical plans and therefore are not subject to FOIA. As such, I expect such information to be redacted, or blacked out.

I will pick up the documents from your office, in person. I understand that I may review a copy of the Virginia Freedom of Information Act, VA Code Ann. =A7=A7 2.2-3700 through 2.2-3714 upon request. I acknowledge that the Act allows the city five (5) working days to respond to this

request. I agree to pay reasonable charges that the city may make for its actual cost incurred in accessing, duplicating, supplying (including mailing), or searching for the records I have requested before receiving any records.

My contact information is as such:

Megan Osborn
2026 Parkwood Avenue Apt. C
Richmond, VA 23220
(804) 334-2203

Thank you,

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Megan Osborn

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Megan Osborn

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Megan Osborn
George Mason University
Psi Chi President, 2009-10
APSSC Campus Representative, 2009
mrosborn1@gmail.com